

# Shelter In Place

**Guidelines for the  
Bismarck/Burleigh County Area**



**Do not call 9-1-1 for information;  
use 9-1-1 only if needing  
emergency assistance.**

## **Shelter-In-Place Kit**

You should gather these items together in a box and have ready for any emergency:

- ☐ Plastic for windows
- ☐ Duct tape
- ☐ Towel for under door
- ☐ Commercially processed bottled water and food that won't spoil.
- ☐ Sanitation supplies
- ☐ Radio, flashlight, and extra batteries
- ☐ First Aid Kit that includes prescription medication and toiletries.

## ***Do you own a NOAA Weather Radio?***

**Besides severe weather information,  
hazardous material spill information  
can be heard 24 hours a day  
on a weather radio.**

**For further information to assist in your  
planning needs prior to an emergency,  
contact your local fire department:**

City of Bismarck Fire Dept	250-7671
Bismarck Rural Fire Dept	258-5792
Sterling Rural Fire Dept	387-4722
Wilton Rural Fire Dept	734-6936
Wing Rural Fire Dept	943-2355

### **or contact:**

**Bismarck/Burleigh Emergency Management  
222-6727**

There may be a time when an emergency takes place in your community due to a hazardous materials release. The outside air quality may be affected to the point that it isn't safe to be outside or to evacuate. In a case like this it is usually safer to shelter-in-place until wind disperses and moves the material away.

## NOTIFICATION

If there is an emergency that is a risk to the public, your local officials will notify you by radio, TV, or telephone. The outdoor warning sirens may be activated. If you hear the sirens, immediately go inside and tune to a local radio or TV station.

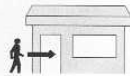
If you are told there has been a hazardous materials release, most often there is not enough time for evacuation. The safest immediate action is to shelter-in-place while listening for further instructions.

There may be times when there has been no notice but you still need to take action. Take immediate action if you:

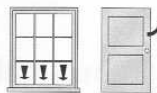
- ◆ Hear a strange sound like an explosion.
- ◆ See a vapor cloud.
- ◆ Smell a strange odor.
- ◆ Feel nauseous or have burning eyes.

## SHELTER-IN-PLACE MEANS:

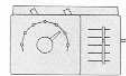
### 1. Move inside a building



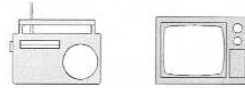
### 2. Close all windows and doors



### 3. Turn off all ventilation systems (Includes heating and air conditioning)



## 4. Listen to your local radio or TV



- Bring pets inside if practical.
- If indoors already, stay there.
- Do not go outside to investigate.
- If your children are at school or daycare, they will be instructed to remain indoors.

## In a structure:

Close all windows, doors, chimney or fireplace vents. This includes everything that can quickly and easily be closed to prevent the chemical from entering a building you are in.

Turn off forced air heating or cooling systems. Turn off exhaust fans.

Go into a room, preferably one with no or few windows. Information will be disseminated to the public throughout the incident. When instructed or you deem appropriate, seal all doors, windows, vents, etc. with plastic and tape. Use damp towels under doors. Remember, by sealing up a room (or the entire home) for a prolonged period of time, there can be a danger of asphyxiation. **Always** maintain a planned fire escape route.

Continue to listen to the radio or TV on a local news station. KFYZ 550 AM Radio is the designated emergency alert station for Burleigh County. You will be notified when the emergency is over. (Use a battery-powered radio if the power is off.)

When you are told the area is safe, ventilating your place of shelter may be recommended by opening all doors and windows and airing out the building in case a small amount of the chemical has seeped in.

## If in a vehicle:

Close all windows and shut all manual vents. Turn off the ventilation system. Turn on the radio for emergency information.

## SHELTER-IN-PLACE PRE-PLANNING

It is important that you have a plan for your home or business for sheltering-in-place. Some key steps in this plan are:

- Know what doors and windows are likely to be open and assign someone to check and close them.
- Know where the manual vents are and how to close them.
- Know where forced air heating or cooling controls/power exhaust vents are and how to turn them off.
- Know what room you will go to and how to seal it.
- Have at least one telephone that is **not** cordless in case power (electricity) is lost.
- Have a radio. One that is battery operated in the room you've identified.
- Be patient—help may not be immediate.
- Know your local news station(s):  
**KFYZ 550 AM** (Designated Emergency Alert Station), **KFYZ-TV, KXMB-TV.**

## Shelter-In-Place Checklist

- ✓ Go indoors.
- ✓ Close windows and doors.
- ✓ Turn off ventilation systems.
- ✓ Go to an inside room.
- ✓ Turn on radio for more info.